



**KENSINGTON FIRE PROTECTION DISTRICT  
AGENDA OF A MEETING OF THE  
BOARD OF DIRECTORS**

Date of Meeting: May 13, 2020  
Time of Meeting: 7:00 p.m.  
Place of Meeting: **Via Zoom teleconference**  
<https://us02web.zoom.us/j/89081925699>

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**\* COVID-19 NOTICE \***

Consistent with Executive Orders No. -25-20 from the Executive Department of the State of California and the Contra Costa County March 16, 2020 Shelter in Place Order, the KFPD Board meeting will not be physically open to the public and all Board Members will be teleconferencing into the meeting via Zoom Video Conferencing.

To maximize public safety while still maintaining transparency and public access, members of the public can observe the meeting by accessing <https://us02web.zoom.us/j/89081925699> (on the day and time of the meeting) and may provide public comment by sending comments to the Board President and Board Clerk via email at [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org). Comments will then be read into the record, with a maximum allowance of 5 minutes per individual comment, subject to the Chair's discretion.

Any member of the public who needs special accommodations should email [public.comment@kensingtonfire.org](mailto:public.comment@kensingtonfire.org) 48 hours prior to the meeting. This will enable the Kensington Fire Protection District to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title 1).

Telephone No. (510) 527-8395 Website: [www.kensingtonfire.org](http://www.kensingtonfire.org)  
This meeting will be conducted via a virtual teleconference.  
<https://us02web.zoom.us/j/89081925699>

Or iPhone one-tap :

US: +16699009128, 89081925699# or +13462487799, 89081925699#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 9128 or +1 346 248 7799 or +1 253 215 8782 or +1 301 715 8592 or  
+1 312 626 6799 or +1 646 558 8656

Webinar ID: 890 8192 5699

International numbers available: <https://us02web.zoom.us/j/89081925699>

Please Note: Copies of the agenda bills and other written documentation relating to each item of business referred to on the agenda are on file in the office of the Kensington Fire Protection District Administration Office, 217 Arlington Avenue, Kensington, and are available for public inspection. A copy of the Board of Directors packet can be viewed on the internet at [www.kensingtonfire.org/meetings](http://www.kensingtonfire.org/meetings).

**7:00 p.m. CALL TO ORDER**

Directors: Dom Dommer, Janice Kosel, Laurence Nagel, Kevin Padian, and Julie Stein

1. **ADOPTION OF CONSENT ITEMS.** Items 3, 4, 5, and 6. All matters listed with the notation “CC” are consent items, which are considered to be routine by the Board of Directors and will be enacted by one motion. The Board of Directors has received and considered reports and recommendations prior to assigning consent item designations to the various items. Copies of the reports are on file in the Fire Protection District Administrative Office at 217 Arlington Avenue and are available to the public. The disposition of the item is indicated. There will be no separate discussion of consent items. If discussion is requested for an item, that item will be removed from the list of consent items and considered separately on the agenda.
2. **ORAL COMMUNICATIONS.** This place on the agenda is reserved for comments and inquiries from citizens and Board members concerning matters that do not otherwise appear on the agenda. Speakers shall be requested to provide their names and addresses prior to giving public comments or making inquiries.
3. **CC: APPROVAL OF ACTION MINUTES.** Approval of the action minutes of the regular meeting of October 9, October 17, November 13, 2019 and February 12, 2020. (APPROVE)
4. **CC: ACCEPTANCE OF INCIDENT ACTIVITY REPORT.** April 2020 (ACCEPT)
5. **CC:APPROVAL OF MONTHLY FINANCIAL REPORT.** April 2020 (APPROVE)
6. **CC: APPROVAL OF MONTHLY TRANSMITTAL.** April 2020 (APPROVE)
7. Adoption of Resolution Establishing Expectations for Interim General Manager (ACTION) (Supporting material, Padian and Stein)
8. Adoption of Resolution Ratifying Employment Agreement for Interim General Manager (ACTION) (Supporting material)
9. Authorization of Board President to Terminate Consultant Agreement Dated May 6, 2020 (ACTION) (Supporting material)
10. Report from BHI Management Consulting on the Search for a Permanent General Manager (Supporting material, Ives)
11. Adoption of Resolution Approving Amendments to Policy 1070.11-12 Regarding the Role of the President and Addition of Section 1190 General Manager (Second Reading and ACTION on Board Resolution) (Supporting material)
12. Regional Government Services Invoice, Transmittal Request, and Supporting Report (ACTION)(Supporting material, RGS)

13. Review and Discussion of Budget Development Guiding Principles (Supporting material, Morris-Mayorga)
14. Authorization of the Board President to Sign a Letter of Intent to Lease Office Space at 289-291 Arlington (ACTION) (Supporting material, Dommer)
15. Review of Policy to Replace the Existing Board Policy 1020 Code of Conduct (First Reading), (Supporting material, Kosel)
16. **PRESIDENT'S REPORT**
  - a. Update on RGS engagement completion process
17. **FIRE CHIEF'S REPORT**
  - a. Review of operations
  - b. Regional issues and developments
18. **BOARD REPORTS**

Informational reports from Board members or staff covering the following assignments:

  - a. 2x2 Committee (Dommer/Stein)
  - b. Anti-harassment Policy (Kosel)
  - c. Building Committee (Dommer/Nagel)
  - d. Finance Committee (Dommer/Stein)
  - b. Emergency Preparedness Committee (Padian/Nagel) (supporting documents)
  - c. Information Technology Committee (Nagel/Stein) (supporting documents)
  - d. California Special Districts Association Representatives:
    - i. County (Nagel)
    - ii. State Professional Development and Membership Services Committees (Kosel)

ADJOURNMENT. The next regular meeting of the Board of Directors of the Kensington Fire Protection District will be held on June 10, 2020 at 7:00 p.m. at Building E in Kensington Park, 59 Arlington Avenue, Kensington, CA 94707 (location subject to change).

The deadline for agenda items to be included in the Board packet for the next regular meeting of 6/10/20 is Wednesday, 5/27/20 by 1:00 p.m. The deadline for agenda related materials to be included in the Board packet is Wednesday, 6/3/20 by 1:00 p.m., Fire Protection District Administrative Office, 217 Arlington Avenue, Kensington.

IF YOU CHALLENGE A DECISION OF THE BOARD OF DIRECTORS IN COURT, YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUE YOU OR SOMEONE ELSE RAISED AT THE BOARD MEETING OR IN WRITTEN CORRESPONDENCE DELIVERED AT, OR PRIOR TO, THE BOARD MEETING.